

**Questions and Answers –April 28, 2015**  
**Office of the State Treasurer and Receiver General**

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**RFR File Name/Title:** Classification, Compensation and Pay Equity Study  
**RFR File Number:** TRE RFR HR CCS 2015  
**RFR Contact Person:** Jameel Moore, e-mail address: [procurements@tre.state.ma.us](mailto:procurements@tre.state.ma.us)

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**1. *What is the Treasury’s budgetary expectation for this project?***

Answer: Each Respondent should submit a cost estimate under separate cover. No cost information should be included in the proposal.

**2. *What are the different source datasets available, and in what format is this data maintained?***

Answer: Datasets will be pulled from the Commonwealth Information Warehouse. The Commonwealth Information Warehouse (CIW) brings together a subset of the financial, budgetary, human resource, payroll and time reporting information maintained in dedicated and separate systems by individual agencies. CIW provides access to integrated, common data that supports timely, well informed business decisions to authorized users through a centralized and integrated repository.

**3. *The RFR states “The study will focus on all of the positions within the Treasury and its entities, except as may be expressly agreed to by Treasury management.” What is the Treasury’s envisioned approach for working with the quasi-independent agencies within the control of the Treasurer (gathering data, socializing findings, etc.)? Are these agencies in scope for this study? If so, in what manner?***

Answer: The Treasury will play a collaborative role with its entities to ensure that employees are properly classified and compensated and that pay inequities do not exist within the agencies. Respondent should submit a cost estimate for each entity as indicated on the template. The goal of the Study is to review the current classification and compensation systems; make recommendations for improvement where necessary; and to identify where instances of pay inequity exist.

- 4. The RFR states that the target date of the completion of the study is six (6) months from contract signing. Would the Treasury be open to approaches that lead to a finished product in less than 6 months?***

Answer: It is the Treasury's expectation that the study is completed within six (6) months from contract signing.

- 5. Will department heads be made available for interviews in order to clarify roles and ensure an appropriate match of positions to market?***

Answer: Yes, appropriate staff, which may include department heads or representatives from Human Resources, will be made available for interviews in order to clarify roles and to ensure appropriate match of positions to market.